

HUMAN RESOURCES OFFICE
MARYLAND NATIONAL GUARD
219 WEST HOFFMAN STREET
BALTIMORE, MARYLAND 21201-2288
TELEPHONE: (410) 576-6175

POSITION VACANCY ANNOUNCEMENT # 20-120

OPENING DATE: 2 June 2020 CLOSING DATE: 1 July 2020

FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY

BRANCH OF SERVICE: ARMY NATIONAL GUARD

POSITION TITLE: G6 Information Technology Specialist (25B) **HIGHEST GRADE AUTHORIZED:** SFC/E7

ORGANIZATION AND LOCATION: HQ MDARNG G6, Camp Fretterd Military Reservation, 13616 Desert Storm Lane, Reisterstown, MD 21136

SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee.

WHO MAY APPLY: OPEN TO AGR ENLISTED SOLDIERS WHO HAVE COMPLETED A MINIMUM OF 18 MONTHS OF THEIR INITIAL TOUR AND TRADITIONAL MDAY SOLDIERS, OF THE MARYLAND ARMY NATIONAL GUARD ONLY.

GENERAL ELIGIBILITY REQUIREMENTS:	INITIAL ENTRY QUALIFICATIONS:	ON-BOARD AGR QUALIFICATIONS:
<ol style="list-style-type: none"> 1. Must be in a Ready Reserve status. 2. If an Enlisted Soldier, must be 18 years of age and not have reached his/her 55th birthday. 3. Must not be under current suspension of favorable personnel actions. 4. Must not be entitled to receive Federal military retired or retainer pay. 5. Must be able to complete a 3-year initial tour of AD or FTNGD prior to completing 18 years of active service and before MRD. 6. Applicants who have voluntarily separated from the AGR Program are not eligible to re-enter for one year from date of separation. 7. Applicants who have voluntarily separated from the AGR Program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR Program are not eligible to re-enter the program. 	<ol style="list-style-type: none"> 1. Must possess the qualifications prescribed in Table 2-1 and not be disqualified under Tables 2-2 or 2-3 IAW AR 135-18. 2. Must be medically certified as drug free and be tested negative for HIV within the last 24 months prior to initial entry. 3. Must not be pregnant per AR 40-501 and AR 600-110. 4. Must meet the body composition standards prescribed in AR 600-9. 5. Must meet the medical fitness standards for retention per AR 40-501, chapter 3; PHA or flight physical must be within 12 months prior to initial entry. Soldiers whose PULHES contains a "3" or "4" must meet the requirements of AR 600-60 prior to initial entry. 6. Must be able to complete the Military Education requirements commensurate with the military grade. 7. Enlisted Soldiers in grades E6 and above must possess the required grade, MOS and skill level required by AGR duty position (except for detailed recruiting positions) per AR 135-18, Table 2-1. SSG and above not MOSQ may apply, (unless job stipulates otherwise), but must take a reduction to SGT and submit a memo with their application stating they are willing to take a grade reduction to SGT. 8. Must be eligible for reenlistment or extension per NGB-ARH Policy #09-26. 	<ol style="list-style-type: none"> 1. Must possess the qualifications prescribed in Table 2-4 and not be disqualified under Tables 2-5 or 2-6 IAW AR 135-18. 2. Must possess MOS of the AGR duty position or become qualified in that AOC within 12 months. 3. Failure to qualify in AGR duty position MOS within 12 months of assignment will result in mandatory separation from the AGR Program per Chapter 6, NGR 600-5. 4. Must be within grade requirements of MTOE/TDA position and NGB staffing Guide. 5. Soldiers who have not completed a minimum of 18 months of their initial tour may request a waiver of the 18 months stabilization rule through their current Command to be approved by the Chief of Staff (CoS). 6. Stabilization Rule waiver consists of: Letter from Soldier, Endorsements from Chain of Command (CoC), SF 52 w/Executive Summary from Command, and original application packet. 7. A copy of the complete Stabilization Rule waiver along with a copy of the application must reach HRO prior to closing date of the announcement; originals must reach the CoS office prior to the closing date of the announcement.

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DESCRIPTION OF DUTIES: The Information Technology Specialist installs, operates and maintains computer systems and information technology (IT) networks. Performs system administration (SA) and maintains computers and servers within the computing environment (CE) and the network environment (NE). Performs network administration (NA); installs, configures and maintains network equipment within the network. Installs, operates, and maintains commercial off the shelf (COTS) equipment (i.e. routers, switches, desktop and laptop computers). Provides SA and direct support for Content Management. Performs Information Assurance (IA), provides the security services and attributes of availability, authentication, confidentiality, integrity and non-repudiation; Network Operations (NETOPS) Service Desk Management, which includes incident and problem processing, change request processing, availability management and user interaction. Assists in the planning, configuration, management, and monitoring of the wide area network (WAN); Supervises the deployment, installation, operation and maintenance of computer systems and the IT network. Performs senior level SA functions, and advance level CE. Provides support for the NE in unclassified and classified networks. Manages accounts, network rights, and access to CE systems and equipment. Supervises the installation and operation of systems in support of Content Management. Writes standard operating procedures for all automation systems within the IT network and assists in the planning, configuration, management, and monitoring of the WAN. Assists in the planning and implementation of the units' computer life cycle program. Develops and provides training to service support personnel, functional users and staff personnel in computer and information systems matters. Other duties include: Information Assurance and Cybersecurity/defense operations for the Department of Defense Information Network (DoDIN).

QUALIFICATIONS REQUIRED: MOS/AOC: Open to all CMF 25B MOS qualified Soldiers who possess the following qualifications: Physical demands rating--N/A, a physical profile of 212221, qualifying scores (MOS specific): A minimum score of 100 in aptitude area ST in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002. A minimum score of 96 in aptitude area ST on ASVAB tests administered on and after 2 January 2002 and prior to 1 July 2004. A minimum score of 95 in aptitude area ST on ASVAB test administered on and after 1 July 2004. A minimum OPAT score of Long Jump (LJ) - 0120 cm, seated Power Throw (PT) - 0350 cm, Strength Deadlift (SD) - 0120 lbs., and Interval Aerobic Run (IR) - 0036 shuttles in Physical Demand Category of "Moderate" (Gold), a security eligibility of SECRET is required for the initial award and to maintain the MOS, but the individual must have the ability to obtain a TOP SECRET, must meet requirements listed in AR 614-200; must have or be able to meet DoDI 8140 Cybersecurity Workforce IAT Level II certification within 6 months of hire date. Applicants must possess potential to perform required duties. Applicant must attend mandatory formal training provided by MDARNG G6/NEC and at the National Guard Professional Education Center (PEC) as required within their first 12 months in the position. Applicant must have a working knowledge of automated office procedures.

SPECIAL INFORMATION

1. Appropriate military uniform will be worn during duty hours.
2. Continuation of tour is subject to findings of the AGR Tour Continuation Board and the Adjutant General.
3. Initial Tour AGR soldiers who do not become MOS/AOC qualified within 12 months will be reassigned to a position for which they are qualified or be separated from the AGR program.
4. Except for mobilization or other emergency, member accepted for tour normally will not be subject to reassignment during the first 18 months of initial tour. After 18 months of initial tour, soldier may be reassigned without consent or without geographical limitations to meet the needs of the service.
5. As a condition of employment, service members are required to attend mandatory PEC training courses associated with their FTS positions. Failure to complete course(s) at PEC within the first year of employment may be cause for reassignment to other FT positions or termination from employment.
6. Must sign a Certificate of Agreement and Understanding prior to being ordered to AGR duty.

APPLICATION PROCEDURES / REQUIRED DOCUMENTS

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED
APPLICATIONS WILL NOT BE RETURNED!

SUBMIT APPLICATION IN ORDER LISTED BELOW

- ☐ **NGB Form 34-1, DATED 20131111** completed, signed, dated and annotated job number
- ☐ **PQR Updated** Personnel Qualification Record
- ☐ Current copy of Enlisted Record Brief (**ERB**)/Officer Record Brief (**ORB**)
- ☐ **MEDPROS Report** of current Periodic Health Assessment (**PHA**) within **12 months** and HIV Test within **24 months**
- ☐ **DA Form 3349** must be submitted for Soldiers with Permanent Profiles
- ☐ **ASVAB scores (if not reflecting on ERB, submit REDDs report, or Memorandum with new test scores).**
- ☐ **Height/Weight Standards- Current** IAW AR 600-9; and provide Tape Test **DA Form 5500 (Males), DA Form 5501 (Females).** (HT/WT is only valid for 6 months)
- ☐ **APFT DA Form 705**, Current Army Physical Fitness retention standards IAW AR 40-501; **not more than 6 months.**
- ☐ **NCOERs/OERs THREE latest** and as available for junior Soldier/NCO applicants. (Gaps in rating periods **MUST** be explained in writing.) **Letter of recommendations on individuals not requiring an NCOER/OER.**
- ☐ **Photograph in ASU/ACU (E5 and below Photo must be within the last 24 months.)**
DA photo in Class A uniform/ ASU (E6 and above, no more than 5 years old).
- ☐ Unit memo verifying no Flagging Actions.
- ☐ **INITIAL ENTRY ONLY:** (BOTH of the following must be submitted)
 - a) **NGB Form 23B** Retirement Points History Statement
 - b) **DD Form 214s.** Provide all **(Long version copies 2, 4, 7, or 8), DD Form 215 or DD Form 220 (if applicable)**
- ☐ Completed questionnaire below

Questionnaire:

Y/N

- ☐ ☐ Are you currently a Maryland Army National Guard Member? _____
- ☐ ☐ Are you currently AGR? If so, what State? _____
- ☐ ☐ Are you currently Technician? If so, what State? _____
- ☐ ☐ Are you currently deployed? If so, what location? _____
- ☐ ☐ Are you currently on ADOS? If so, with who? & what is the ending date? _____

Please provide current telephone number and **Military Email** address (Selection and Non-selection Memos will be sent via **Encrypted Email**): _____,

Forward application and attachments via **MAIL, EMAIL, OR WALK-IN**: Tuesday – Friday 0630 -1700 at the Fifth Regiment Armory, Human Resource Office on the 3rd floor, Room 26

SUBMIT ONE PDF DOCUMENT ENTITLED 20-120 INFORMATION TECHNOLOGY SPECIALIST (25B) TO:
ng.md.mdarnq.mbx.mdng-hro-agr@mail.mil

MAIL

DO NOT STAPLE, OR DOUBLE SIDE PRINT DOCUMENTS.

Forward application and attachments to: **Human Resources Office**
ATTN: NGMD-HRO-AGR
Fifth Regiment Armory
29th Division Street
Baltimore, MD 21201-2288

Applications must be received in the HRO not later than close of business on the closing date!
Applications received after the closing date will not be considered.